

REPORTS INVENTORY						CONTROL NO. feeder report for DDS/OL/PD-14	
PREPARE IN DUPLICATE							
1. TITLE OF REPORT (if a fill-in report include Form No.)  Contract Procurement Activity						2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		<input checked="" type="checkbox"/> PERSONNEL <input type="checkbox"/> LOGISTICS <input type="checkbox"/> MEDICAL		<input type="checkbox"/> TRAINING <input type="checkbox"/> SECURITY <input type="checkbox"/> FINANCE		<input type="checkbox"/> ADMIN. GENERAL <input type="checkbox"/> OTHER (specify)	
4. NO. OF COPIES PREPARED  Orig & 1		5. FREQUENCY (weekly, monthly, quarterly, etc.)  Monthly				6. DISTRIBUTION (No. of components not number of copies)  C/PD and originating office	
7. FORMAT (memorandum, form computer print-out, etc)  Form No. 2936		8. ADP PROCESSING <input type="checkbox"/> YES IF YES GIVE ADP PROCESSING NO. <input checked="" type="checkbox"/> NO				9. DIRECTIVE AUTHORITY REQUIRING REPORT  OL Procurement Note 14, 19 and 26	
10. PREPARING COMPONENT (include lowest level contributing information to report)  OL/PD/R&DCS				11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)			
12. COST FACTORS							
A. MANUAL PREPARATION AND REVIEW COSTS							
GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED = COST PER YEAR
GS-5	3.57		1 hr.		3.57		12 42.84
GS-14	10.07		1/12 hr.		.84		12 10.08
B. COSTS OF COMPUTER PRODUCED REPORTS							
TOTAL COSTS PER YEAR						52.92	
13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.							
14. FUTURE GOALS							
GOAL PROPOSED BY COMPONENT FOR THIS REPORT <input checked="" type="checkbox"/> RETAIN AS IS <input type="checkbox"/> OTHER (explain) <input type="checkbox"/> CHANGE <input type="checkbox"/> DISCONTINUE						ESTIMATED SAVINGS MAN-HOURS DOLLARS STAT	
16. DATE OF INVENTORY  22 September 1970		17. NAME AND TITLE OF PERSON FURNISHING INFORMATION  Clerk Typist					
18. EXTENSION  		19. APPROVED FOR RELEASE 2006/11/13 : CIA-RDP75-00399R000100130164-2					